

SECRET

IDEA-0092-69

Copy 8 of 9

8 January 1969

MEMORANDUM FOR: Director of Special Activities

SUBJECT: Visit of D/SA to Far East 14-30 January 1969

REFERENCE: IDEALIST 0937-68 dated 18 October 1968,  
same subject.

1. In connection with your trip to the Far East, I will, during the same period, be involved in reviewing various administrative/support/Comptroller matters at [REDACTED]

25X1A

2. For your information the following are items which I intend reviewing and will report on at the conclusion of my TDY:

- a. Manpower.
- b. Financial/budgetary matters.
- c. Overtime
- d. Special authorities/delegations pertaining to \$90.00 special monthly allowance/housing limitation of \$3600.
- e. Utilization of vehicles and equipment.
- f. \$1000 procurement delegation--local procurement practices (including buy American).
- g. Review of property records (nonexpendable and expendable).
- h. Indigenous hiring and payroll.

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- i. Time and Attendance Reports.
- j. Special personnel problems
- k. Club rules and regulations.
- l. Use of authorized operational expenses - \$1500 per annum
- m. Entertainment policy.
- n. Accommodation purchases.
- o. Emergency medical evacuation procedures.
- p. Narcotics inventory control.
- q. Fire inspection procedures--including last inspection of extinguishers.
- r. Methods of transferring cash from U.S. disbursing activities to [REDACTED]
- s. Gifts for Foreign Nationals--\$25.00 per person.
- t. Other items of mutual interest.

[REDACTED]  
Comptroller  
Office of Special Activities

Compt/OSA [REDACTED]  
Distribution [REDACTED]

- 1 - Addeo
- 2 - DD/SA
- 3 - D/Opn/OSA
- 4 - D/E/OSA
- 5 - EG/OSA
- 6 - C/CED/OSA
- 7 - C/CED/OSA
- 8 - Compt/OSA
- 9 - RR/OSA

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[REDACTED]  
D/COMPT/OSA  
215  
11 FEB 1969

**S E C R E T**

COMPT/OSA  
AMS/OSA  
BFD/OSA  
D/M/OSA  
CMD/OSA  
OPS/OSA  
INTEL/OSA  
SS/OSA

DD/OSA  
RE/OSA

25X1A

**S E C R E T**

25X1A

[REDACTED]  
[REDACTED]  
SUBJECT: DISCUSSION BETWEEN [REDACTED]

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1. ON [REDACTED] RETURN FROM THE FAR EAST, HE HAD OCCASION TO HOLD INFORMAL DISCUSSION WITH [REDACTED] A LIST OF ITEMS WAS PRESENTED TO HIM. LISTED BELOW BY REFERENCE TO THE ITEM PAPER ARE THE ANSWERS AVAILABLE AT THE PRESENT TIME. HQS WILL CONTINUE TO STAFF THESE QUESTIONS.

25X1A

2. REFERENCE ITEM 1 - INSURANCE FOR CONTRACT REPS ON FERRY OR OPERATIONAL DEPLOYMENT. THIS HAS BEEN REVIEWED WITH LAC CONTRACTING PERSONNEL AND EACH EMPLOYEE ON COMPANY BUSINESS HAS ADDITIONAL INSURANCE BENEFITS THAT ARE A PART OF OUR NORMAL SUPPORT CONTRACTS. THE AMOUNTS OF COVERAGE ARE GREATER THAN THOSE NORMALLY REQUIRED BY THE UNION AND INCLUDE FLIGHTS ON NOW SCHEDULED AND MILITARY AIRCRAFT. PERSONAL INSURANCE IS NOT COVERED AND HISTORICALLY HAS NEVER BEEN. THIS IS THE PERSONAL PROBLEM OF EACH INDIVIDUAL AND IS NOT A SUBJECT

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OF OVERALL CONTRACTUAL DISCUSSION. SEPARATE DISPATCH BEING FORWARDED RE BENEFITS.

3. REFERENCE ITEM 2 - SCREENING OF PERSONNEL - HEADQUARTERS IS SCREENING ALL PERSONNEL PRIOR TO THEIR PROCESSING IN AND IN PARTICULAR THEIR MEDICAL RECORDS AS WELL AS PAST PERSONAL PROBLEMS ARE BEING REVIEWED.

4. REFERENCE ITEM 3 - IG INSPECTION - THE GUIDELINES HAVE NOT BEEN DRAWN UP AS OF YET BUT YOU WILL BE ADVISED AS SOON AS THESE ARE AVAILABLE. IT IS ASSUMED THAT YOU HAVE THE NORMAL BRIEFING CHARTS AND STATISTICAL DATA AVAILABLE. QUITE POSSIBLE THAT YOU MAY NOT BE INVOLVED SINCE IG REVIEW AT THIS TIME PERTAINS TO OSA ADMIN/ SUPPORT INTERFACE WITH OTHER AGENCY ELEMENTS AND NRO.

25X1A 5. REFERENCE ITEM 4 - CAREER DEVELOPMENT COURSE GROUP. IT IS COMPTROLLER'S UNDERSTANDING THAT [REDACTED] DISCUSSED MATTER WITH [REDACTED] DURING WEEK OF 27-31 JANUARY AND GAVE CLARIFICATION IN A PHONE CALL ON 5 FEBRUARY.

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6. REFERENCE ITEM 5 - INFORMATION ON RETIREMENT POLICY, ETC. -

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HQS PERSONNEL IS IN THE PROCESS OF SECURING THIS DATA AND WILL FORWARD INFO AS SOON AS ACQUIRED. THIS WILL ALSO INCLUDE INFO ON INTERNAL AND EXTERNAL SCHOOLS.

25X1A 7. REFERENCE ITEM 6 - [REDACTED] FUTURE ASSIGNMENT - THIS ACTION HAS BEEN COMPLETED AND YOU HAVE A MESSAGE TO THIS EFFECT.

8. REFERENCE ITEM 7 - [REDACTED] HAS BEEN NOTIFIED OF REQUIREMENT AND WILL CONTACT YOU AS TO YOUR DESIRES. ONLY CERTAIN REVIEWS AND BULLETINS MAY BE POUCHED AND YOU WILL BE ADVISED OF THIS RESTRICTION. 25X1A

9. REFERENCE ITEM 8 - THE TITLE OF BUDGET & FINANCE OFFICER IS AGREED TO.

10. REFERENCE ITEM 9 - COMPATIBILITY BETWEEN BASE ACCOUNT PROCEDURES AND WRSP - SUBJECT IS UNDER DISCUSSION. 25X1A

25X1A 11. REFERENCE ITEM 10 - SIMULATION SCHOOL [REDACTED] PERSONNEL SURVEY REVEALS THIS TO BE A WORTHWHILE EXERCISE AND [REDACTED] CONCURS IN TDY.

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25X1A 12. REFERENCE ITEM 11 - RESISTANCE TO INTERROGATION AND  
REFERENCE ITEM 12 - [REDACTED] MEDICAL PRACTICE - HQS AMS  
PREPARING REPLY AND WILL ADVISE RE BOTH SUBJECTS.

13. REFERENCE ITEM 13 - VISIT OF [REDACTED] - YOU WILL  
BE ADVISED IN SUFFICIENT TIME OF PARTICULARS. FIRM PLANNING DATA  
IS NOT AVAILABLE AT THIS TIME.

25X1A

25X1C

[REDACTED]

15. REFERENCE ITEM 15 - SECURITY RESPONSIBILITY FOR [REDACTED]  
FACILITY - THIS QUESTION IS BEING DISCUSSED BUT INDICATIONS ARE  
THAT THE LA OFFICE WILL ASSUME RESPONSIBILITY AND NOT [REDACTED]  
SECURITY.

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25X1A

16. REFERENCE ITEM 16 - ADDITIONAL AUTO FOR [REDACTED] - AS  
PER DISCUSSION WITH [REDACTED] IF REQUIRED SEND COMPLETE  
JUSTIFICATION FOR REVIEW AND CONSIDERATION.

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25X1A 17. REFERENCE ITEM 17 - [REDACTED] FINANCE - THE PRESENT SYSTEM IS ADEQUATE.

18. REFERENCE ITEM 18 - INTERNATIONAL TRAVEL CREDIT CARDS - THIS HAS BEEN REVIEWED BY TRAVEL AND SECURITY AND THE ANSWER IS NEGATIVE. INTERNATIONAL TRAVEL CREDIT CARDS CAN NOT BE USED DUE TO SECURITY IMPLICATIONS.

19. REFERENCE ITEM 19 - POLICY GUIDANCE - ADVICE HAS BEEN PROVIDED IN THE PAST AND WILL CONTINUE WHENEVER THE OCCASION ARISES.

20. REFERENCE ITEM 20 - B-57 ESSA RESEARCH FLIGHTS - YOU WILL BE ADVISED ON THIS SUBJECT IN THE NEAR FUTURE.

21. ADDITIONAL ITEMS WERE DISCUSSED WITH [REDACTED] AND ARE ADDRESSED AS FOLLOWS:

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A. REQUIREMENT FOR \$124K FOR FY 70 FOR HANGAR 1 ROOFING AND DOORS. THIS AMOUNT HAS BEEN INCLUDED IN THE FY 70 BUDGET AND UPON APPROVAL WHICH NORMALLY OCCURS IN LATE JUNE, YOU WILL BE ADVISED.

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B. REFERENCE VIDEO SCANNING EQUIPMENT FOR SECURITY  
THIS SUBJECT HAS BEEN DISCUSSED WITH SECURITY AND THERE IS  
NO FIRM REQUIREMENT FOR THIS EQUIPMENT ESTABLISHED IN HQS.  
REQUEST YOU SUBMIT JUSTIFICATION FOR THIS REQUIREMENT  
INCLUDING COST, MAINTENANCE, AND ADDITIONAL PERSONNEL  
SAVINGS THAT MAY BE GARNERED, ETC.

25X1A C. REVIEW OF [REDACTED] MANPOWER SURVEY - A COPY OF THIS  
DOCUMENT IS BEING FORWARDED FOR YOUR PERUSAL AND COMMENTS  
PRIOR TO PRESENTATION TO D/OSA.

25X1A D. [REDACTED] - HQS IS NOT KNOWLEDGEABLE  
OF JUSTIFICATION FOR THIS TRIP. REQUEST COMPLETE PARTICULARS  
BE FORWARDED IF YOU STILL CONSIDER IT A MANDATORY TDY.

END OF MESSAGE

AMD/OSA	_____	CMD/OSA	_____	COMPT/OSA	_____
BFD/OSA	_____	D/M/OSA	_____	SS/OSA	_____
OPS/OSA	_____	INTEL/OSA	_____		

DONALD H. ROSS  
D/SA

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